

19



Europäisches Patentamt
European Patent Office
Office européen des brevets



11 Publication number:

0 276 425 B1

12

EUROPEAN PATENT SPECIFICATION

- 45 Date of publication of patent specification: 18.11.93 51 Int. Cl.⁵: G06F 15/02, G06F 15/21
- 21 Application number: 87118153.3
- 22 Date of filing: 08.12.87

54 **Calendaring method developing automatic replies for use in a data processing system.**

30 Priority: 29.01.87 US 8033

43 Date of publication of application:
03.08.88 Bulletin 88/31

45 Publication of the grant of the patent:
18.11.93 Bulletin 93/46

84 Designated Contracting States:
DE FR GB IT

56 References cited:
EP-A- 0 142 067
FR-A- 2 555 336

"USING THE PROFESSIONAL OFFICE SYSTEM", Version 2, Release 2, VM/System Product, 1986, IBM, New York, US; Sections 3 "Processing Calendars" and 12 "Adding automatic reminders", Appendix C

Mc GILTON H.: "Introducing the UNIC SYSTEM", McGraw Hill Book Co., 1983; chapter 5, pages 107-129

IBM TECHNICAL DISCLOSURE BULLETIN, vol. 26, no. 12, May 1984, page 6241; J.P. VINCENT et al.: "Calendar Masks"

IBM TECHNICAL DISCLOSURE BULLETIN, vol. 26, no. 11, April 1984, page 6221; J.P. VINCENT et al.: "Calendar Event Confirmation"

IBM TECHNICAL DISCLOSURE BULLETIN, vol. 26, no. 8, January 1984, page 4379; J.P. VINCENT et al.: "Computer Notification of a Meeting"

73 Proprietor: International Business Machines Corporation
Old Orchard Road
Armonk, N.Y. 10504(US)

72 Inventor: Scully, Keith James
9204 Quail Wood Drive
Austin Texas 78758(US)
Inventor: Singh, Harinder S.
10722 Karkady Lane
Boca Raton Florida 33434(US)

74 Representative: Bailey, Geoffrey Alan
IBM United Kingdom Limited
Intellectual Property Department
Hursley Park
Winchester Hampshire SO21 2JN (GB)

Note: Within nine months from the publication of the mention of the grant of the European patent, any person may give notice to the European Patent Office of opposition to the European patent granted. Notice of opposition shall be filed in a written reasoned statement. It shall not be deemed to have been filed until the opposition fee has been paid (Art. 99(1) European patent convention).

EP 0 276 425 B1

Description

This invention relates in general to electronic calendaring methods, and in particular, to a calendaring method in which replies to requests from calendar owners to participate in a future calendar event are generated automatically, based on criteria pre-established by a receiving calendar owner or by default criteria established by the calendaring method.

The prior art has disclosed a number and variety of interactive electronic calendaring systems and method. The objective of all of these systems is primarily to assist the person who, for a number of different reasons, maintains a calendar of future events containing various information about the event at entry points on the calendar which relate to the time of the event.

The increase of personal computers and intelligent workstations in recent years has made it possible for calendar owners to establish and maintain their calendars on these interactive type data processing systems.

Two general types of interactive electronic calendaring systems have thus evolved in the art. In one type of calendaring system, the owner of the calendar is generally also the user of the workstation and that workstation is generally not a part of a larger network. Generally, in these types of systems, the calendar functions involve presenting a screen to the user representing day calendar divided into a number of time periods or time slots. Each period is capable of displaying a limited amount of text that the user enters. In some systems, the day calendar can scroll vertically to present more time periods to the user or horizontally to present longer text entries. The operator can generally "page" forward or backward and, in most arrangements, can display a requested date. These calendaring arrangements generally do not limit the type of event that is calendared nor the terminology employed at any of the entry points and, to that extent, function in the same manner as conventional manual calendars or appointment books. The electronic calendaring method and systems do have an advantage over the prior art manual calendaring of events in that the user generally has the ability to scan a time span involving a large number of days and identify calendared events quite rapidly.

The other type of calendaring arrangement that has developed in the prior art involves multi-user environments having a large number of terminals or workstations which are generally part of a larger communication network that has been established to permit the users to interact with each other and with data maintained on the data processing system. In this environment, a user at a terminal or workstation can send a message to one or more of the other users on the network and is notified when the addressees has received and read the message.

In most of these environments, each user generally maintains a calendar, and in many of these environments the reason for the interaction with each other quite often generally involves reference to respective calendars. A considerable amount of time is therefore spent in many organizations, with people checking and rearranging their calendars to accommodate various events such as meetings, presentations, etc. In this environment, the calendar systems and method have progressed to the point where a person who is calling a meeting can at least review within the constraints that the security system dictates, the calendars of other users on the system that he intends to invite to a meeting, to determine whether a given time period is available on the respective calendars of the perspective attendees.

The reference guide "USING THE PROFESSIONAL OFFICE SYSTEM", version 2, release 2, published in June 1986 by IBM Corporation, describes at pages 3.28 to 3.33 a prior art method wherein a screen is presented to the meeting originator which requests the data necessary for the system to determine times that all potential attendees would be available. The data requested includes, for example, the length of the meeting, a time period during which the meeting should be conducted, the place of the meeting and the names of the attendees. Based on this data, the method returns a screen of available times after inspecting each attendee's day calendar during the time period for free time slots or periods. The originator then selects the beginning time and end time of the meeting, including the time and date, and invitations are automatically sent to all the attendees, requesting their attendance at the scheduled meeting.

However, once the meeting time is set and the prospective participants notified of the date, time, and subject of the meeting, each participant must update his own electronic calendar and reply to the meeting request.

The IBM Technical Disclosure Bulletin, Vol. 26, N° 11, April 1984, describes at page 6221 a 'confirm' function which lessens the burden of answering to a meeting notice by reducing it to a single key interaction.

While this system can facilitate the request and reply message process, it is sometimes less frustrating when a negative reply has to be transmitted to merely use the telephone to arrive at another mutually convenient time. As a result, a considerable amount of time and effort is spent by calendar owners replying

to requests for participation in events that are being calendared by other persons.

According to the invention, there is provided a calendaring method for use in a data processing system having a plurality of interactive type work stations connected directly or indirectly to a host processing unit and in which a first calendar owner receives a response from a second calendar owner as a result of an event notice sent through said system to said second calendar owner at the time said first owner is calendaring an event, said method selectively developing said response automatically, based on criteria that are pre-established by said second owner, said method comprising the steps of:

- a) establishing a first data structure for use by said system during the calendaring of an event by said first owner including a plurality of fields for storing data relevant to said event,
- 10 b) establishing a second data structure for later use by said system in developing an automatic response upon receiving an event notice from said first owner, said second data structure including a plurality of predefined fields for storing data when they are entered into said system by said second owner, said data including criteria type data and response type data,
- c) comparing said criteria type data stored in said second data structure with data stored in said first data structure when said event notice is received by said second owner, and
- 15 d) developing said response automatically when said comparing step indicates a predetermined relationship between one or more of said criteria type data and the corresponding respective data stored in said first data structure.

An embodiment of the invention will now be described, by way of example, with reference to the accompanying drawings, in which:

Fig. 1 is a block diagram of an interactive data processing terminal in which the method of the present invention may be advantageously employed;

Fig. 2 is a block diagram of the network of terminals of the type shown in Fig. 1;

Fig. 3 illustrates the display screen employed in the present invention for obtaining data that is used in developing an automatic reply;

Fig. 4a through 4c illustrate display screens that are employed in connection with the method of the present invention for entering information interactively into the system during the event calendaring process; and

Fig. 5 is a flow chart illustrating various detailed steps of the improved electronic calendar method involved in developing an automatic reply.

Fig. 1 illustrates the functional components of an interactive type data processing terminal on which the electronic calendaring method of the present invention may be advantageously employed. The terminal comprises a processing unit 11 which includes a microprocessor block 12, a semiconductor memory 13, and a control block 14 which functions to control input/output operations in addition to the interaction between the micro processor block 12 and the memory unit 13.

The terminal further includes a group of conventional peripheral units including a display device 16, a keyboard 17, a printer 18, a disk storage unit 19, and a modem 20. Since the details of the above described functional blocks form no part of the present invention and can be found in the prior art, only a brief functional description of each block is set forth, along with a description of their interactions, sufficient to provide a person of ordinary skill in the art with a basis of understanding applicants' improved electronic calendaring method.

Processing unit 11 corresponds to the "system unit" of a personal computer system such as the IBM XT or IBM AT type systems. Unit 11 is provided with an operating system program which may be one of the many versions of DOS (Disk Operating System) which is normally employed to run the systems. The operating system program is stored in memory 13 along with one or more application programs that the user has selected to run. Depending on the capacity of memory 13 and the size of the application programs, portions of these programs, as needed, may be transferred to memory 13 from the disk storage unit 19 which may include, for example, a 30 megabyte hard disk drive and a diskette drive. The basic function of the disk storage unit is to store programs and data that are employed by the system and which may readily be transferred to the memory unit 13 when needed. The function of the diskette drive is to provide a removable storage function for entering programs and data into the system, and a vehicle for storing data in a form that is readily transportable for use on other terminals or systems.

Display device 16 and keyboard 17 together provide for the interactive nature of the terminal, in that in normal operation, the interpretation that the system gives to a specific keystroke by the operator depends, in substantially all situations, on what is being displayed to the operator at that point in time.

In some situations, the operator, by entering commands into the system, causes the system to perform a certain function. In other situations, the system requests the entry of certain data, generally by displaying a prompt type of menu/message screen. The depth of the interaction between the operator and the system

varies by the type of operating system and the application program, but is a necessary characteristic of terminals on which the method of the present invention may be employed.

The terminal shown in Fig. 1 further includes a printer 18, which functions to provide hard copy output of data developed or stored in the terminal. Lastly, the modem 20 functions to transfer data from the terminal of Fig. 1 to a host system through one or more communication links which may be a commercial type link or a dedicated communication link.

Fig. 2 illustrates a network 21 of interactive type workstations of the type shown in Fig. 1. As illustrated, the network includes a plurality of terminals which are interconnected with each other and to a host central processing unit 23, which in turn is connected via communication link 24 to a second host processing unit 25, which also connects to another network 26 of interactive workstations. Functionally, the system operates to allow one terminal to communicate to one or more other terminals using established communication protocols, so that the various serially connected communication links are transparent to the operator. Such systems are well known in the art, and are currently in extensive commercial use. Since these communication links per se are not part of the present invention, only those details that are necessary for an understanding of the calendaring method of the present invention will be described. It should therefore be assumed in the following description, that each workstation on the network has a system node address and a "post office" address, and that to simplify the description, there is only one individual assigned to each node on the network. It should further be assumed that conventional communication services are provided by the system, such as directory listings of individual calendar owners and shareable resources such as meeting rooms, etc., which require scheduling.

The system shown in Fig. 2 processes information as various types of data objects such as text data objects, graphic data objects, and calendar data objects. Each of these data objects are represented by a datastream which comprises a series of structured fields.

A calendar object datastream has the following sequence of structures.

```

Begin Document (BDT)
Begin Page (BPG)
Begin Calendar Data (BCL)
Calendar Data Descriptor (CDD) (Optional)
Calendar Data SF (CAD)

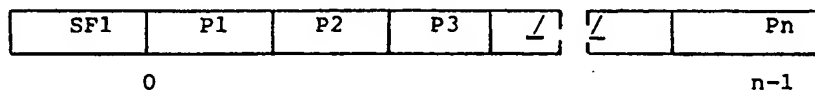
Calendar Structures (COCA)

End Calendar Data (ECL)
End Page (EPG)
End Document (EDT)

```

The format of the datastream for other type data objects contain the begin document, begin page, end page, and end document data structures. Structured fields corresponding to those listed above for a calendar object are also employed for other type objects.

A structured field is a self-describing entity which contains related groupings of parameter values and triplets. The structure field, as shown below, has two parts: the Structured Field Introducer and the Structured Field Content.



The structured field begins with a Structured Field Introducer. The syntax and semantics of the Structured Field Introducer are defined by the architecture which governs the datastream in which the structured field is found. The Structured Field Introducer contains as the first two bytes a parameter which defines the length of the structured field. It also contains an identification code which uniquely identifies the structured field.

The Structure Content portion of each structured field contains structures and triplets, which give the structured field its meaning. Parameters in the triplets define the attributes of the Calendar Object. Every parameter has a value either explicitly appearing in a triplet, inherited from a control structure in the datastream's hierarchy, or implicitly defined as a default. This default may also be the alternate action value. Every structure is either required or optional. A required structure appears in the object because the function of that structure is required and for proper performance of the function a value is necessary.

An optional structure need not appear in the object either because the function of that structure is not required or because the function is required, but default values are acceptable for all parameters.

As shown above, a calendar data (CAD) structured field (SF) precedes the actual calendar data. A calendar data descriptor (CDD) SF can precede the CAD SF to provide formatting information for the data that follows.

Calendar data comprises named data structures and named triplets which are composed of parameters. A parameter is a variable to which a value is assigned. Parameters can be optional or required. Parameters are also classified as terminal or non-terminal. A terminal parameter is merely the last parameter in a string of parameters.

A parameter can have one of three types of values assigned.

1. NUM - This is a number or a numerical value.
2. COD - This is a code assigned a specific meaning.
3. BST - This is a bit string of binary elements, each of which is usually independent of the other.

In the following discussion it will be assumed that a byte comprises 8 bit positions numbered 0-7 from left to right, with position 0 being the high order position. Bit position 0 represents 2^7 (2 to the 7th power), while bit 7 represents 2^0 (2 to the 0 power).

The various calendar structured fields and calendar triplets are defined by the following type of table.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|------|------|-----|-----|------|-----|
| n - m | name | type | v | x | www | |

In the figure:

- BYTES refers to the position, indexed on zero.
- NAME is the name by which reference is made to the parameter.
- TYPE denotes the syntax of the parameter by "type," The architected types NUM, COD, and BST were described earlier.
- LGTH denotes the length of the field in terms of the exact number of bytes or the maximum number of bytes permitted.
- OPT refers to the optionality of the parameter's appearance in the structure or triplet:
O means that the parameter is optional.
R means that the parameter's appearance is required.

If a required parameter is missing, an exception condition exists. The alternate action is to ignore the structure, self-defining field, or triplet to which the missing parameter belongs.

Syntactically descriptive material below the figure indicates what additional restrictions apply to the structure or triplet defined by the figure.

Calendar structures and calendar triplets which are relevant to the present invention will be described using the above-described format. After the structures are described, the display screens that are presented to calendar owners by the system in order to solicit information when a calendar owner wants to perform a calendaring function will be described. A flow chart setting forth the detailed steps of the method of the present invention will then be described in connection with the program listing of pseudocode that will assist persons skilled in programming interactive terminals to implement the method of the present invention.

Since the Automatic Response function operates in response to an invitation to an event being calendared by another calendar owner, it is necessary to describe in detail the data structures that are employed by the system in the process of an owner calendaring an event on his calendar. In the preferred

embodiment, calendar entries are classified into a number of different types. Since the system contemplates interchanging calendar data throughout the system, including terminals that are remotely connected, such as those shown in Fig. 2, entry types and presentation language are controlled by a defined architecture.

While the same display screen may be employed to solicit the data for a number of different event types, the data structures and triplets, required or optional, will vary by event type.

While some of the structures to be described and the triplets associated with these structures are not directly involved in the "Automatic Response" function, they have been described in order to provide background for the reader and a basis for a comprehensive understanding of the claimed process and its relationship to the processes described and claimed in the cross-referenced application.

The various calendar object data structures to be described are preceded by a calendar data structure shown below.

| CALENDAR DATA (CAD) STRUCTURE FIELD (SF) | | | | | | |
|---|-------------------------|------|-------|-------|------|-----|
| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
| 0 - 1 | Structured Field Length | NUM | 8 | 32767 | 2 | R |
| 2 | Structured Field Type1 | COD | X'D3' | X'D3' | 1 | R |
| 3 | Structured Field Type2 | COD | X'EE' | X'EE' | 1 | R |
| 4 | Structured Field Type3 | COD | X'5B' | X'5B' | 1 | R |
| 5 | Flags | BST | 0 | 0 | 1 | R |
| 6 - 7 | Segment Sequence Number | NUM | 0 | 32767 | 2 | R |
| 8 - 7 + n | Calendar Data | | * | * | n | R |
| * Values depend on the Calendar Object structure and triplet specification. | | | | | | |

The Calendar Data SF (CAD) identifies the data as calendar data and specifies the length of the calendar data. The Calendar Data SF contains, for example, up to 32767 bytes of calendar structures and calendar triplets (called "Calendar Data"). Calendar data varies with the function employed by the generator of the object.

MAJOR CALENDAR STRUCTURES DESCRIPTION

This section describes the major structures that are involved in the present invention. The structures consist of a mixture of calendar triplets. The triplets are described in the Calendar Triplets Description section that follows this section.

The calendar structures are preceded by the Calendar Data structured field (CAD). Parameter values specified by the system can be overridden by parameters specified in calendar data. For example, the Code Page of Symbols for Displaying and Printing Data.

In the structure description, bits are consecutively numbered from left to right starting with zero.

The format for all of the structures is the same. The format is shown below.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|------------------|------|-----|-----|------|-----|
| 0 - 1 | LENGTH | NUM | | | | R |
| 2 - 3 | TYPE | COD | | | | R |
| 4 - n | TRPLT1 to TRPLTn | | | | | R |

where

LENGTH = A two-byte value of the number of bytes in this structure including byte zero.

TYPE = A two-byte binary number that designates a specific structure function.

TRPLT1 TO TRPLTn = Calendar Structure Triplets.

The length of structures can vary depending on the number of triplets included.

If the length excludes all or part of an optional parameter in a triplet, then the value for that parameter and any parameters that follow are not changed; that is, the LENGTH field is used as specified.

5 If a structure is invalid or unsupported, an exception is raised.

If the length field excludes a required parameter or triplet, an exception is raised.

If a structure contains an invalid or unsupported parameter or triplet, an exception is raised.

MEETING (MTG) STRUCTURE

10

The meeting structure is shown below.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|---|------------------|------|-------|-------|------|-----|
| 0 - 1 | Structure Length | NUM | * | 32767 | 2 | R |
| 2 | Structure Type1 | COD | X'D#' | X'D3' | 1 | R |
| 3 | Structure Type2 | COD | X'85' | X'85' | 1 | R |
| 4 - 3 + n | Meeting Triplets | | * | | n | R |
| * Values depend on the triplet specification. | | | | | | |

25 The MTG structure provides the fields necessary to interchange meeting information, the scheduling of meetings and requests for meeting information. It also provides a specific search classification to allow building a composite calendar for a specified list of calendar owners.

The Valid MTG Triplets are listed below and defined in detail in the following section.

ERROR ACTION (EAC) - An EAC triplet may occur in any sequence and is optional.

30 STRUCTURE ID (SID) - The SID specifies the ID for the meeting. An optional SID may be included to identify a Trigger (TRG) associated with the meeting.

DATE AND TIME (DTT) - The DTT triplet provides the meeting time(s) and date(s) and is required. DTT triplets must occur in ascending time(s) and date (s). A meeting that occurs at non-sequential times can be scheduled by using more than one DTT triplet specifying the required times.

35 NAME (NME) - Network Address (NAD), Postal Addresses (PAD) and User Status (UST) triplets may be used to provide user status and addresses for a named item. NME triplets and associated NAD, PAD and UST triplets may be included for both the CALLER (meeting owner) and the ARRANGER (meeting arranger). The Name Status byte specifies whether or not NAD, PAD and UST triplets follow the Name triplet which is optional.

USER STATUS (UST) - The UST triplet provides the role and status for the person named in the NME triplet. This triplet is only valid when it follows a NME triplet and is optional.

40 NETWORK ADDRESS (NAD) - The NAD triplet provides the network address for the person named in the NME triplet and is optional.

POSTAL ADDRESS (PAD) - The PAD triplet provides the the mailing address for the person named in the NME triplet and is optional.

45 EVENT STATUS (EVS) - The EVS specifies the meeting status and is optional.

TIME STAMP (TMS) - Only one TMS triplet is allowed in the MTG structure and it is optional.

ENTRY SECURITY (ESL) - If this control is omitted the security level is PUBLIC. Only one ESL triplet is allowed in the MTG structure and it is optional.

50 SET CODED GRAPHIC CHARACTER SET GLOBAL ID (SCG) - The SCG selects the character set and code page for characters contained in the triplets that follow the SCG in the calendar structure. The Network Address character set and code page are not affected by the SCG. The active code page is restored automatically at the end of the calendar structure.

SUBJECT (SBJ) - The SBJ triplet contains character data describing the meeting subject. One SBJ triplet is allowed in each MTG structure and it is optional.

55 PLACE (PLC) - The PLC triplet contains character data describing the meeting location. One PLC triplet is allowed in each MTG structure and is optional.

DETAIL (DTL) - The DTL triplet contains character data describing the meeting. If the Code Page or character Set is changed in the meeting description, the DTL triplet must be ended, a SCG triple inserted, and another DTL triplet built. It is optional.

RSVP (RVP) - The RVP specifies the need for an attendance response from the meeting invitee and it is optional.

If a MTG structure is received without all required triplets, an exception exists. The default action is to skip the structure and continue processing. If a MTG structure contains an unsupported or invalid triplet, an exception exists. The default action is to skip the triplet and continue processing. If a MTG structure contains a DTT triplet with dates and times not in ascending order or if the optional SCG triplet occurs at a position that does not immediately precede a triple with text data (DTL, SBJ, PLC), an exception exists. The default action, in both cases, is to ignore the triplet and continue processing.

10 NAMES LIST (NML) DATA STRUCTURE

The names list data structure is shown below.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|---|------------------|------|-------|-------|------|-----|
| 0 - 1 | Structure Length | NUM | * | 32767 | 2 | R |
| 2 | Structure Type1 | COD | X'D3' | X'D3' | 1 | R |
| 3 | Structure Type2 | COD | X'8A' | X'8A' | 1 | R |
| 4 -3 + n | NML Triplets | | * | * | n | R |
| * Values depend on the triplet specification. | | | | | | |

The NML structure provides the fields to support a name, associated addresses and status. The NML may contain a list of items, such as an invitees list, by concatenating Name (NME), Address (ADR) and User Status (UST) sequences. The list may include one or more than one name and associated information.

The following Valid NML Triplets for the NML DS were described in connection with the MTG structure.

ERROR ACTION, STRUCTURE ID, TIME STAMP, ENTRY SECURITY, SET CGCSGID, NAME, USER STATUS, NETWORK ADDRESS and POSTAL ADDRESS.

The Date and Time (DTT) triplet is not valid.

The following triplet, however, is optional for the Names List data structure.

NAMES LIST TYPE (NLT) - Only one NLT triplet is allowed in the Names List structure. The NLT triplet specifies the type of data contained in the Names List. If the NLT is not specified, the list contains a list of names and or status and/or addresses that are not necessarily in one of the categories defined by the NLT triplet.

If an NML structure is received without a Structure ID triplet, an exception exists. The default action is to skip the structure and continue processing. If an NML structure contains an unsupported or invalid triplet, and exception exists. The default action is to skip the triplet and continue processing. Each sequence of the Names List structure triplets must occur in the listed order.

Optional triplets may be omitted from any sequence. If a NML structure is received with a triplet out of sequence, an exception exists. The default action is to skip the structure and continue processing. The above-described processing for handling exceptions is standard for most structures and therefore can be assumed for the following items.

VIEW SELECT (VSL) DATA STRUCTURE

The View Select data structure is shown below.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|---|------------------|------|-------|-------|------|-----|
| 0 - 1 | Structure Length | NUM | * | 32767 | 2 | R |
| 2 | Structure Type1 | COD | X'D3' | X'D3' | 1 | R |
| 3 | Structure Type2 | COD | X'95' | X'95' | 1 | R |
| 4 -3 + n | VSL Triplets | | * | * | n | R |
| * Values depend on the triplet specification. | | | | | | |

The VSL structure provides a way to request calendar views for specific category(s) and timespan(s). The Valid VSL Triplets previously described include the ERROR ACTION (EAC), USER DEFINED FIELD (UDF) and DATE and TIME (DTT) triplets.

The following triplet is also optional and valid.

ENTRY CATEGORY (ECT) - The ECT selects the category(s) for the calendar entry(s) to be selected in the view request. Only one ECT is allowed in a View Select structure. When more than one category is selected in the ECT, the view returned will contain the selected categories. If both the ECT and UDF triplet are omitted, all entries in the selected timespan will be returned.

The DTT triplet dates and times must occur in ascending order. The first DTT processed must provide the earliest date and time block. The last DTT processed must provide the latest date and time block. The first DTT also provides the begin date and time for the timespan selected.

When the optional ECT triplet is present, the VSL triplets must occur in the order ECT, DTT.

AUTO RESPONSE (ARS) DATA STRUCTURE

The Auto Response data structure is shown below.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|----------|------------------------|------|-------|-------|------|-----|
| 0 - 1 | Structure Length | NUM | * | 32767 | 2 | R |
| 2 | Structure Type1 | COD | X'D3' | X'D3' | 1 | R |
| 3 | Structure Type2 | COD | X'72' | X'72' | 1 | R |
| 4 -3 + n | Auto Response Triplets | | * | * | n | R |

The ARS structure provides the fields necessary to interchange automatic response information. It allows the use of a network address (NAD), A Meeting or Appointment Structure ID (SID), A Priority (UDF) or a User Defined Field (UDF) specification to initiate an automatic response.

The valid ARS triplets include the following: ERROR ACTION (EAC), SET CGCSGID (SCG), STRUCTURE ID (SID), NAME (NME), USER STATUS (UST), NET WORK ADDRESS (NAD), POSTAL ADDRESS (PAD), TIME STAMP (TMS), ENTRY SECURITY (ESL), USED DEFINED FIELD (UDF), RESPONSE (RSP).

IF a NAD, a SID, A PRIORITY UDF, or A UDF, received as part of an invitation and request to attend an event being calendared, satisfy the established Auto Response criteria, the response specified by the RSP triplet is sent automatically.

A separate ARS structure is required for each different set of ARS criteria.

A NAD triplet may also be used to identify the individual that will receive an established automatic response.

CALENDAR TRIPLETS DETAIL DESCRIPTION

This section describes in detail the set of calendar triplets that are the building blocks designed to be used by the Calendar Structures of the system including those described in the previous section.

The previous section indicated where these triplets are valid.

EP 0 276 425 B1

The triplets are described in alphabetic order.

In the triplet descriptions, bits are consecutively numbered from left to right starting with zero.

The format for all of the triplets is the same and is shown below.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|----------------|------|-----|-----|------|-----|
| 0 | LENGTH | NUM | | | | R |
| 1 | KEYWORD | COD | | | | R |
| 2 - n | PARM1 to PARMn | | | | | R |

where

LENGTH = A one-byte value of the number of bytes in this triplet including byte zero.

KEYWORD = a one-byte binary number that designates a specific triplet function.

PARM1 to PARMn = Parameters containing the triplet settings.

The length of some triplets can vary depending on the number of parameters specified. If the length excludes an optional parameter or part of an optional parameter, then the value for that parameter and any parameters that follow are not changed; that is, the LENGTH field is used as specified. If a triplet is received in which the length exceeds the maximum value required to include all parameters, an exception is raised since the additional values are considered to be unsupported parameters. Also, if the length field excludes a required parameter, an exception is raised.

Since bytes 1 and 2 of all the triplets are identical, they are not shown for each triplet. Only bytes 2 through n will be described.

NETWORK ADDRESS (NAD) TRIPLET DATA STRUCTURE

The NAD triplet data structure is shown below.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|-----------------|------|-----|-----|------|-----|
| | | | | | | |
| 2 - n | Network Address | COD | * | * | 16 | 0 |

The NAD triplet provides the Network Address for the item named in the (NME) triplet.

The NAD Parameters include,

NETWORK ADDRESS - This is the person's Network Address.

Bytes 2 through 9 = USER ID

BYTES 10 through 17 = NODE ID

POSTAL ADDRESS (PAD) TRIPLET DATA STRUCTURE

The PAD triplet data structure is shown below.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|----------------|------|-----|-----|-------|-----|
| | | | | | | |
| 2 - n | Postal Address | COD | * | * | 1-253 | 0 |

The PAD triplet provides the Postal Address for the item named in the (NME) triplet.

The NAD Parameters include,

POSTAL ADDRESS - This is the person's Postal Address. Valid values are valid characters in the active or selected code page.

PROCESS ID (PRD) TRIPLET DATA STRUCTURE

The PRD triplet data structure is shown below.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|---------|------|-----|-----|------|-----|
| 2 - n | Process | COD | * | * | 1-16 | 0 |

The PRO triplet specifies the ID of a process such as a computer program.
 The PRO Parameters include,
 PROCESS -A 1 to 16 byte identifier. Valid values are valid characters in the active or selected code page.

CALENDAR SCOPE (CSC) TRIPLET DATA STRUCTURE

The CSC DS is shown below.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|---------------------|------|------|-------|------|-----|
| 2 - 3 | Calendar Begin Day | NUM | 1 | 366 | 2 | R |
| 4 - 5 | Calendar Begin Year | NUM | -32K | 32767 | 2 | R |
| 6 - 7 | Calendar End Day | NUM | 1 | 366 | 2 | R |
| 8 - 9 | Calendar End Year | NUM | -32K | 32767 | 2 | R |

The CSC triplet defines the timespan supported by the calendar.

CSC Parameters

CALENDAR BEGIN DAY- The day of the year that the calendar timespan begins.
 CALENDAR BEGIN YEAR - This is the begin year for the timespan supported in the calendar.
 CALENDAR END DAY- The day of the year that the calendar timespan ends.
 CALENDAR END YEAR - This is the end year for the timespan supported in the calendar.

CALENDAR TYPE (CTP) TRIPLET DATA STRUCTURE

The CTP DS is shown below

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|------|------|-----|-----|------|-----|
| 2 | Type | NUM | 0 | 5 | 1 | R |

The CTP triplet specifies the calendar type. It is only valid when used in the Calendar Profile. It defines how to present an entire calendar.

CTP Parameters

TYPE - Specifies the calendar type such as Gregorian, Julian, Muhammadan, Jewish, Lunar, Shop.

DATE AND TIME (DTT) TRIPLET DATA STRUCTURES

The DTT DS is shown below.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|---------|-----------------------------------|------|------|-------|------|-----|
| 2 | Daylight Saving Indicator | NUM | 0 | 1 | 1 | R |
| 3 | Time Zone Indicator | NUM | -23 | 23 | 1 | R |
| 4 - 5 | Begin Date Day | NUM | 1 | 366 | 2 | R |
| 6 - 7 | Begin Date Year | NUM | -32K | 32767 | 2 | R |
| 8 - 9 | Begin Time | NUM | 0 | 86400 | 3 | R |
| 11 - 12 | End Date Day | NUM | 1 | 366 | 2 | 0 |
| 13 - 14 | End Date Year | NUM | -32K | 32767 | 2 | 0 |
| 15 - 17 | End Time | NUM | 0 | 86400 | 3 | 0 |
| 18 -254 | Additional Date/Time Combinations | | | | | |

The DTT triplet specifies the dates and times for the associated triplets in the calendar structure.

DTT Parameters

- DAYLIGHT SAVINGS INDICATOR** - Specifies Daylight Savings Time is active.
 This parameter, in conjunction with the Time Zone, identifies the time zone and allows the correct time zone label (i.e., CST or CDT) to be applied to the time.
- TIME ZONE INDICATOR** - The Time Zone Indicator is the displacement from Greenwich Mean Time (GMT) for the time specified. Values are specified in half hours from GMT to handle half-hour zones.
- BEGIN DATE DAY** - The day of the year when the event begins.
- BEGIN DATE YEAR** - The year the event begins.
- BEGIN TIME** - Begin Time specifies the event start time in seconds.
- END DATE DAY** - The day of the year when the event ends.
- END DATE YEAR** - The year the event ends.
- END TIME** - End Time specifies the event stop time in seconds.
- Date is specified as a combination of two, two byte parameters (day of the year and year). Time is local time in seconds beginning at midnight. One Begin Date and Begin Time is required in each DTT triplet. The Begin and End, Date and Time sequence may be repeated if additional begin and end date and begin and end times are needed.
- If more dates and times then can be sent in one DTT triplet are needed, additional DTT triplets can be included in the Calendar Structure. The only restriction is the byte structure length.

DETAIL (DTL) DATA STRUCTURE

The DTL DS is as follows.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-----------|------------------|------|-----|-----|------|-----|
| 2 - 1 + n | Character String | COD | * | * | n | R |

The DTL triplet contains character data in the active or selected code page.

DTL Parameters

- CHARACTER STRING** - Text information associated with a calendar entry.
 Values are valid characters in the active or selected code page.

If the CGCSGID (SCG) is changed in a character string, the DTL triplet must be ended and another one built after inserting the SCG.

ENTRY CATEGORY (ECT) DATA STRUCTURE

5

The ECT DS is shown below.

| | | | | | | | |
|----|-------|----------|------|-----|-----|------|-----|
| 10 | BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
| | | | | | | | |
| | 2 - 5 | Category | BST | | | 4 | R |

15

The ECT triplet provides a specific category for unavailable time and for open time on a calendar. The ECT triplet is used to specify calendar entry category(s) in requests and replies for both the Date and Time Map (DTM) and the View Select (VSL) structures.

ECT Parameter

CATEGORY - A four byte, bit encoded value. Combinations of more than one category bit are allowed. The categories provide both request and response categories for both Date and Time Map (DTM) and View Select (VSL) calendar structures. Bits 0 through 20 may be used for both DTM and VSL categories. Bits 21 through 24 are used in View Select only. If they are used in a Date and Time Map, they are ignored.

BIT SIGNIFICANCE ENCODING

- 0 = Holiday (General) - The owner will work on this holiday.
- 30 1 = Holiday (Confirmed) - A confirmed calendar owner holiday.
- 2 = Holiday (Tentative) - A tentative calendar owner holiday.
- 3 = Vacation (Confirmed) - Confirmed calendar owner vacation.
- 4 = Vacation (Tentative) - Tentative calendar owner vacation.
- 5 = Offsite (Confirmed) - The calendar owner will not be at the normal work location and will not be available.
- 35 6 = Offsite (Tentative) - The calendar owner has tentatively scheduled an activity away from the normal work location.
- 7 = Not Normal Work Hours - Categorizes hours that are not normally worked.
- 8 = Confirmed Meetings (Not Attended) - The calendar owner will not attend.
- 40 9 = Confirmed Meetings (Attended) - The calendar owner will attend.
- 10 = Confirmed Meetings (May Attend) - The calendar owner's status for this meeting is tentative.
- 11 = Tentative Meetings (Not Attended) - The calendar owner will not attend.
- 12 = Tentative Meetings (Attended) - The calendar owner will attend this meeting if it becomes confirmed.
- 45 13 = Tentative Meetings (May Attend) - The calendar owner's status for this meeting is tentative.
- 14 = Confirmed Appointments (Not Attended) - The calendar owner will not attend.
- 15 = Confirmed Appointments (Attended) - The calendar owner will attend.
- 50 16 = Confirmed Appointments (May Attend) - The calendar owner's status for this appointment is tentative.
- 17 = Tentative Appointments (Not Attended) - The calendar owner will not attend.
- 18 = Tentative Appointments (Attended) - The calendar owner will attend this appointment if it becomes confirmed.
- 55 19 = Tentative Appointments (May Attend) - The calendar owner's status for this appointment is tentative.
- 20 = Non-Scheduled Time - Identifies open time on the calendar. This category is most effective if used alone.

EP 0 276 425 B1

- 21 = Date and Time Only (VIEW SELECT ONLY) - Selects date and time for all categories not specifically requested in a View Select.
- 22 = Private Entry (VIEW SELECT ONLY) - Only date and time may be provided in the response to a calendar View Select request.
- 5 23 = Calendar Comments (VIEW SELECT ONLY) - Character data entries.
- 24 = Triggers (VIEW SELECT ONLY) - Entries that start a process and/or notify.
- 25 - 31 = Reserved

If all Category bits are set to one in a request for a Date and Time Map, the information returned is meaningless because it includes both scheduled and non-scheduled time. The "Non-Scheduled Time" bit should be used carefully if it is used with other bits to obtain meaningful data. The "Not Normal Work Hours" bit should also be used carefully for similar reasons.

10

ENTRY CLASSIFICATION (ENC) DATA STRUCTURES

15 The ENC DS is as follows

| | | | | | | | |
|----|-------|----------------|------|-----|-----|------|-----|
| | BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
| 20 | | | | | | | |
| | 2 - 3 | Classification | BST | | | 2 | R |

25 The ENC triplet provides a specific Classification code for a calendar entry that occupies a block of time.

ENC Parameters

30 CLASSIFICATION - A two byte bit encoded value. Combinations of more than one Classification Bit are not allowed.

BIT SIGNIFICANCE ENCODING

- 35 0 = Holiday - (General) The owner will work on this holiday.
- 1 = Holiday - (Confirmed) A confirmed calendar owner holiday.
- 2 = Holiday - (Tentative) A tentative calendar owner holiday.
- 3 = Vacation - (Confirmed) Confirmed calendar owner vacation.
- 4 = Vacation - (Tentative) Tentative calendar owner vacation.
- 40 5 = Offsite - (Confirmed) The calendar owner will not be at the normal work location and will not be unavailable.
- 6 = Offsite - (Tentative) The calendar owner has tentatively scheduled an activity away from the normal work location.
- 7 = Not Normal Work Hours - Identifies times that the calendar owner is normally not at work.

ERROR ACTION (EAC) DATA STRUCTURE

45 The EAC DS is as follows

| | | | | | | | |
|----|-------|--------|------|-----|-----|------|-----|
| 50 | BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
| | | | | | | | |
| 55 | 2 | Action | BST | | | 1 | R |

The EAC triplet specifies the action required when an exception is processed.

EAC Parameter

ACTION - The error action specification.

5 BIT

0 = 0 - (DEFAULT) Report the exception, take a default action and continue.

0 = 1 - Ignore the exception, take a default action and continue.

10 An EAC triplet may occur at any place in a calendar structure. If an error action is not specified, the default is to report the error, take a default action and continue.

The Error Action specified in a calendar structure remains active only until the structure end, at which time, the default Error Action becomes active.

EVENT STATUS (EVS) DATA STRUCTURE

15

The EVS DS is as follows.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|--------------|------|-----|-----|------|-----|
| 2 | Event Status | BST | | | 1 | R |

25

The EVS triplet provides status for an event such as an appointment or meeting.

EVS Parameter

30 EVENT STATUS - The status of an event.

BIT SIGNIFICANCE ENCODING

- 0 = Confirmed (the meeting time has been established)
- 35 1 = Tentative (the meeting is tentative)
- 2 = Cancelled (the meeting was cancelled)
- 3 = Postponed (the new date and time are not set)
- 4 = Rescheduled (the meeting has been rescheduled)
- 40 5 = Marked for Archive (entry will be saved for reference)

NAME (NME) DATA STRUCTURE

The NME DS is as follows.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|---------------------|------|-----|-----|-------|-----|
| 2 | Name Type | BST | | | 1 | R |
| 3 | Associated Triplets | BST | * | * | 1 | R |
| 4 - n | Item Name | COD | * | * | 1-251 | R |

55 The NME triplet specifies a name of either a person or a calendar.

NME Parameters

NAME TYPE - Specifies the name type. Bits 1 and 2 are mutually exclusive.
Only one of these bits may be set to 1.

BIT SIGNIFICANCE ENCODING

- 0 = (0-Name is a personal name).
(1-Name is a calendar name).
1 = 1- Name is a primitive name not unique in a network
2 = 1- Name is a descriptive name unique in a network).
3 - 7 = Reserved

ASSOCIATED TRIPLETS - Bits set to 1 specify that User Status (UST), Network Address (NAD) and Postal Address (PAD) triplets may follow the NME triplet in any order.

- 0 = A User Status (UST) triplet follows that specifies the named items role and status.
1 = An Network Address (NAD) triplet follows that specifies the named item's network address(s)
2 = A Postal Address (PAD) triplet follows that specifies the named item's postal address(s)

ITEM NAME - Specifies the name of a person or calendar. Values are valid characters in the active or selected code page. The maximum name size is 251 bytes.

The item named by the NME triplet may be further identified using the User Status (UST), the Postal Address (PAD) and the Network Address (NAD) triplets.

The NME triplet must be preceded with an SCG triplet if the characters used are not on the active code page.

NAMES LIST TYPE (NLT) DATA STRUCTURE

The NLT DS is as follows.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|-----------|------|-----|-----|------|-----|
| 2 - 3 | List Type | BST | | | 2 | R |

The NLT triplet specifies the type of data contained in a list.

NLT Parameter

LIST TYPE - Specifies the list type. Combinations of bits are allowed. and/or mail addresses.

BIT SIGNIFICANCE ENCODING

- 2 = 1 Name is a Nickname associated with a Network Address.
2 - 15 Reserved.

The lists may optionally contain postal addresses and user status.

The NLT triplet describes the list contents for specific list types. Lists containing the NLT are constrained to the specified contents. If the NLT is omitted the lists may contain any valid combination of names, user status and addresses.

PLACE (PLC) DATA STRUCTURE

The PLC DS is as follows:

5

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|----------|------|-----|-----|-------|-----|
| | | | | | | |
| 2-n | Location | COD | * | * | 1-253 | R |

10

The PLC triplet specifies a location for an event such as a meeting or appointment. The location is described using text characters. The maximum location length is limited to 253 text bytes.

PLC Parameters

15

LOCATION - Location specifies the event location.

RESPONSE (RSP) DATA STRUCTURE

20

The RSP DS is as follows:

25

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|----------|------|-----|-----|------|-----|
| | | | | | | |
| 2 | RESPONSE | BST | | | 1 | R |

30

The RSP triplet establishes a response that will be sent automatically as part of the AUTO RESPONSE data structure.

RSP Parameter

35

RESPONSE- Specifies what response will be sent. The Alternate Indication may use any other bit

BIT SIGNIFICANCE ENCODING

40

- 0 = No Action - Auto response is deactivated.
- 1 = Confirmed - The invitee will attend.
- 2 = Tentative - The invitee may attend.
- 3 = Not Attending - The invitee will not attend.
- 4 = User Acknowledge - The schedule request was received.
- 5 = Alternate - The response is from the invitee's alternate.

45

RSVP (RVP) DATA STRUCTURE

The RVP DS is as follows:

50

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|------|------|-----|-----|------|-----|
| | | | | | | |
| 2 | RSVP | BST | | | 1 | R |

55

The RVP triplet indicates that an attendance response is required.

RVP Parameter

RSVP - Specifies the need for a response to a meeting schedule request.

5 BIT SIGNIFICANCE ENCODING

0 = No attendance response is required.

1 = An attendance response is required using the NML structure.

10 SET CODED GRAPHIC CHARACTER SET GLOBAL ID (SCG) DATA STRUCTURE

The SCG DS is as follows:

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|--------|------|-----|-------|------|-----|
| 2-3 | GCSGID | NUM | 1 | 65534 | 2 | R |
| 4-5 | CPGID | NUM | 1 | 65534 | 2 | R |

The SCG triplet specifies the coded graphic character set global identification that is used to map subsequent text into presentable graphics.

The CGCSGID that is specified by the system selects the active Character Set and Code Page. If the CGCSGID is not specified the default Character Set and Code Page specified are used.

SCG Parameters

CGCSGID - Coded Graphic Character Set Global ID; a concatenation of 2 two-byte numbers. The first two bytes identify the Graphic Character Set Global ID (GCSGID) expressed as a binary value. The second two bytes identify the Code Page Global ID (CPGID) expressed as a binary value.

GCSGID - Graphic Character Set Global ID.

CPGID - Code Page Global ID.

GCSGID and CPGID are used to determine how coded text characters are translated to the graphic characters to be presented.

The SCG will only select a code page for the triplet that immediately follows it. If structures containing text characters on a code page that is different from the default code page are concatenated, a separate SCG is required preceding each structure.

The SCG has no affect on the NETWORK ADDRESS in the UDF triplet and the USER CODE in the UDF triplet.

STRUCTURE ID (SID) DATA STRUCTURE

The SID DS is as follows:

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|------------|------|-----|-----|------|-----|
| 2 | ID Type | BST | | | 1 | R |
| 3-n | Identifier | COD | * | * | n | R |

The SID triplet provides an identifier for calendar structures.

55 SID Parameters

ID TYPE - Specifies the ID type

BIT SIGNIFICANCE ENCODING

- 0 = Entry ID - Identifies a calendar entry
 1 = Names List ID - Identifies a list of names
 5 2 = Trigger ID - Identifies a trigger
 3 = Profile ID - Identifies a calendar profile
 4 = Auto Response - Identifies an automatic response

IDENTIFIER - 1 to 44 character identifier.

- The SID provides a correlation ID to accomplish calendar updates from an intelligent workstation to a host, to correlate responses to a meeting notice with the meeting names list and to correlate notification of a list of people associated with a meeting or a list.

SUBJECT (SBJ) DATA STRUCTURE

- 15 The SBJ DS is as follows:

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|--------|---------------|------|-----|-----|-------|-----|
| | | | | | | |
| 20 2-n | Event Subject | COD | * | * | 1-253 | R |

The SBJ triplet specifies the subject for an event. The subject is described using text character.

25 SBJ Parameters

EVENT SUBJECT - This parameter specifies the event subject.

TIME STAMP (TMS) DATA STRUCTURE

30

The TMS DS is as follows.

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|---------|----------------------------|------|------|-------|------|-----|
| | | | | | | |
| 35 2 | Daylight Savings Indicator | NUM | 0 | 1 | 1 | R |
| 3 | Time Zone Indicator | NUM | -23 | 23 | 1 | R |
| 40 4-5 | Begin Date Day | NUM | 1 | 366 | 2 | R |
| 6-7 | Begin Date Year | NUM | -32K | 32767 | 2 | R |
| 8-10 | Begin Time | NUM | 0 | 86400 | 3 | R |
| 11 | Network Address Length | NUM | 0 | 128 | 1 | O |
| 45 12-n | Network Address | COD | | | ~128 | O |

The TMS triplet specifies an entry's time zone, creation date and time and the entry creator's network address.

50

TMS Parameters

- DAYLIGHT SAVINGS INDICATOR - Specifies Daylight Savings Time is active. This parameter, in conjunction with the Time Zone, identifies the time zone and allows the correct time zone label (i.e., CST or CDT) to be applied to the time.

55 TIME ZONE INDICATOR - The Time Zone Indicator is the displacement from Greenwich Mean Time (GMT) for the time specified. Values are specified in half hours from GMT to handle half hour zones.

EP 0 276 425 B1

BEGIN DATE YEAR - The year the event begins.

BEGIN TIME - Begin Time specifies the event start time.

NETWORK ADDRESS LENGTH - The Network Address length

NETWORK ADDRESS - System address

5 Bytes 12 thru 19 = USER ID - valid characters in CP256, CS930.

Bytes 20 thru 27 = NODE ID - valid characters in CP256, CS930.

Bytes 28 thru 139 = Reserved to support additional address.

USER DEFINED FIELD (UDF) DATA STRUCTURE

10

The UDF DS is as follows:

15

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|-----------|------|-----|-----|------|-----|
| | | | | | | |
| 2 | Priority | NUM | 1 | 10 | 1 | R |
| 2-9 | User Code | COD | * | * | 1-8 | R |

20

The UDF triplet provides a priority and user defined field that is assigned by the calendar owner. The assigned code provides additional entry categories.

UDF Parameters

25

PRIORITY - A one byte field that specifies a priority value for a calendar entry. 1 is the highest and 10 is the lowest priority.

USER CODE - An eight byte user defined code.

USER STATUS (UST) DATA STRUCTURE

30

The UST DS is as follows:

35

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|-------|-----------------|------|-----|-----|------|-----|
| | | | | | | |
| 2 | Role | COD | 0 | 7 | 1 | R |
| 3 | Personal Status | COD | 0 | 5 | 1 | R |

40

The UST triplet provides information regarding the person named in the Name (NME) triplet. It provides the named persons Role and Personal Status.

UST Parameters

45

ROLE - Specifies the persons role regarding the event.

VALUES

50

0 = Caller - Person has called the event.

1 = Arranger - Person is arranging the event.

2 = Invitee (Default) - Person has been invited to the event.

3 = Mandatory Invitee - Person who must attend the meeting.

4 = Alternate - Person replacing an invitee for attendance consideration.

55

5 = Additional Attendee - Person who is adding themselves to the distribution list associated with a group meeting.

6 = Receives Copy - Person who receives event information.

7 = Receives Blind Copy - Person who receives event information only, whose name will not appear

on the distribution list.

PERSONAL STATUS - The status associated with the name.

VALUES

- 5
- 0 = No Action (no status has been received)
 - 1 = Confirmed (the person will attend)
 - 2 = Tentative (the person might attend)
 - 3 = Not Attending (the person will not attend)
 - 10 4 = User Acknowledge (received the invitation)
 - 5 = Alternate (the invitee will not attend, but an alternate may)

WORK TIMES (WTM) DATA STRUCTURE

15 The WTM DS is as follows:

| BYTES | NAME | TYPE | MIN | MAX | LGTH | OPT |
|--------|--|------|-----|-------|------|-----|
| | | | | | | |
| 20 2 | Daylight Savings Indicator | NUM | 0 | 1 | 1 | R |
| 3 | Time Zone Indicator | NUM | -23 | 23 | 1 | R |
| 4-6 | Begin Time | NUM | 0 | 86400 | 3 | R |
| 25 7-9 | End Time | NUM | 0 | 86400 | 3 | R |
| 10-254 | Additional Begin/End Time Combinations | | | | | |

The WTM triplet specifies the work times for an associated calendar. Time is local time in seconds beginning at midnight.

WTM Parameters

DAYLIGHT SAVINGS INDICATOR - Specifies Daylight Savings Time is active. This parameter, in conjunction with the Time Zone, identifies the time zone and allows the correct time zone label (i.e., CST or CDT) to be applied to the time.

TIME ZONE INDICATOR - The Time Zone Indicator is the displacement from Greenwich Mean Time (GMT) for the time specified. Values are specified in half hours from GMT to handle half hour zones.

BEGIN TIME - Begin Time specifies the time block begin in seconds.

40 END TIME - End Time specifies the time block end in seconds.

One Begin Time and End Time is required in each WTM triplet. The Begin and End Time sequence may be repeated if additional begin and end times are needed.

Fig. 3a shows a screen that is displayed to the operator/calendar owner in response to the operator indicating to the system that he wants to calendar an event. This can be accomplished, for example, by selecting item 1 from the master menu shown in Fig. 4a. Assume that a meeting is scheduled at 10 a.m. on Thursday, October 7, 1986, and that the notice for the meeting is to be issued through the electronic calendaring system. The owner then enters the information into the system, employing the screens of Figs. 4b and 4c. To identify the event type after selecting option 1 on screen 4a, the operator merely presses the inner key since the cursor has automatically been positioned at the event e.g., "meeting" on the screen of Fig. 3b. The next data entry as shown involves assigning a priority to this event. The value to be entered is a value from 1-10 as indicated on the line following the blank for the value. The function of the priority numbers to establish the relative importance of this event when viewed with regard to other commitments which are either planned or anticipated. This entry of a priority value is optional since the system will establish a default priority for the event according to some predetermined criteria which has been established for all calendar owners or alternately which gives you a unique default for each specific individual.

The assignment of a priority value to a calendar event either explicitly by the calendar owner or implicitly by the system is a necessary step in the view select process. The user defined field, as shown in

Fig. 4b is not used in the present example. Its function is to provide a field which the user or the user community can employ for some predefined purpose. The event identifier is the official name of the meeting. The date and time of the meeting are entered next.

The next entry on the screen is the names list. All the persons that are invited to attend the meeting have been listed in a names list along with their user ID, network and/or postal addresses and that list is assigned a name. The information is stored in the names list data structure described earlier so that in the case of regularly scheduled meetings, the meeting caller only needs to identify the name of the names list.

The next entry is for the name of the person calling the meeting. The last two entries are to identify the subject of the meeting and its physical location, such as a conference room.

Fig. 4c is the last screen employed in calendaring an event. This screen allows an event to be assigned a security classification and to indicate if the meeting is tentative or confirmed. The remaining portion of the screen shown in Fig. 4c is for establishing a trigger reminder for the event.

After all the data is entered defining the event, the calendar owner advises the system to send the meeting information that has just been entered to each of the individuals listed in the names lists. This is done in the example shown by keying the program function key PF5.

The data defining the meeting particulars that were entered into the system is stored in the appropriate data structures and triplets described earlier. These data structures are transmitted to each invitee on the system in accordance with the protocols established for the calendaring system and the inter-system communication protocols that can accommodate data interchange between two different calendaring systems.

The invitee calendar owner is required to respond to the meeting notice since every meeting notice contains an RVP triple indicating that a response is required.

If the invitee/owner has not established an automatic response for this notice, then the response must be entered manually. Any of the prior art methods for manually responding to a meeting notice by the invitee may be employed. For example, the screen employed for calendaring an event or one similar to that screen, may be presented to the invitee with the program function key programmed to enter the invitees' response. Alternately a special screen can be presented providing a response field for the event. The response that is entered is stored in the personal status field of the user status triplet that is associated with the invitees' name in the names list. That data structure is returned to the meeting caller and stored in the names list data structure for the identified meeting.

It should be assumed in the following discussion that a calendar owner has decided for a number of reasons that invitations or requests for involvement in events being calendared by selected calendar owners or selected meetings and appointments or other criteria are to be responded automatically. In order to establish automatic responses, the calendar owner selects item 5 from the master menu shown in Fig. 4a. The auto response screen, shown in Fig. 3, is then presented. If the invitee decides that he will always attend the meetings that are identified by "D35 Meeting A1" then that ID is entered on the line in Fig. 3 following the legend Meeting Name.

The invitee also enters the response that he wants sent which, in accordance with the initial assumption, is that he will always attend. The data that is entered into the system interactively when the auto-response screen is being displayed is stored in the Automatic Response data structure ARS previously described. By pressing program function key PF12 a second set of data for an automatic response can be entered. The system is designed to accommodate a reasonable number of criteria sets. Entry of more than one criteria in frame 3 is interpreted by the system as a "logical and" situation in that a notice must contain all the criteria that was entered on the one screen before the response will be automatically dispatch.

The system is arranged so that the host maintains each calendar owner's calendar so that when the owner's workstation is not turned on, his calendar is still available to the other individuals on the system. When a meeting notice is sent to the invitee, the system first checks to see if that invitee/owner has established any automatic response entries. If the system finds that automatic response structures exist, then a comparison is made between the data contained in the meeting notice and the data entered as criteria in the auto-response data structure. Specifically, the meeting name i.e., the event identifier for the meeting notice, is compared against the data entered in the ARS data structure in the identifier field of the SID triplet. In a similar manner, the user status triplet associated with the names list identifies the meeting caller by the placement of a 0 in the row field of that triplet. The name of the meeting caller is then compared against the name and user status triplet associated with the ARS data structure, this name having been previously stored in this data structure when the invitee was entering criteria in the Automatic Response frame. When the comparison operation indicates a match, then the response stored in the personal status field of the User Status data structure associated with the ARS structure is sent to the meeting caller automatically.

The above-described operation has been summarized in the flow chart of Fig. 5.

The following listing of programming type statements in pseudo code is provided to enable those persons skilled in the art of programming interactive type systems to have a detailed understanding of the various steps that are involved in providing an automatic response in an electronic calendaring system.

5 The first section is directed to the process of establishing criteria by the calendar owner which will provide the automatic response to an invitation to attend a meeting being called by another calendar owner.

```

1      .DO
10     1      .Select the Automatic Response in the master menu and hit
           enter
1      .ENDDO
15
1      .DO UNTIL
1      .Enter any combination of Meeting ID, Meeting Caller Name,
20         User ID, System ID, Used Defined Field, and User Priority
2      ..DO
2      ..Select and enter a response number(0=No Response;1=Confirmed
           (Will Attend); 2=Tentative(May Attend); 3=Not Attending:
25         4=User Acknowledge; 5=Alternate
2      ..ENDDO

```

30 The following code is directed to the process of developing an automatic response to a meeting notice. It begins with the receipt of a meeting notice. The automatic response does not consider whether the meeting is tentative or confirmed if the calendaring method permits the meeting to be so classified. Both are handled in the same manner.

35

40

45

50

55

```

1      .Do
1      .Compare the received Meeting notice data to the Auto response
5      criteria that is stored in the Automatic Response Structure
1      .ENDDO

10     1      .IF the established criteria matches meeting notice data
1      .THEN
        Set up the associated response in the Automatic Response
        Structure. Place the meeting notice data on the receivers
15     calendar with the appropriate meeting status(confirmed or
        tentative)
        Establish the response status in the meeting's Names List
20     1      .Else place the meeting notice in the receivers mail queue and
        notify owner of meeting request
1      .ENDIF

25     1      .IF an automatic response other than User Acknowledge was
        setup
1      .THEN Send back the Automatic Response Structure to the
30     Meeting Caller
1      .Else Send back a User Acknowledge
1      .ENDIF

```

35

Claims

- 40 1. A calendaring method for use in a data processing system having a plurality of interactive type work stations connected directly or indirectly to a host processing unit and in which a first calendar owner receives a response from a second calendar owner as a result of an event notice sent through said system to said second calendar owner at the time said first owner is calendaring an event, said method selectively developing said response automatically, based on criteria that are pre-established by said second owner, said method comprising the steps of:

 - 45 a) establishing a first data structure for use by said system during the calendaring of an event by said first owner including a plurality of fields for storing data relevant to said event,
 - b) establishing a second data structure for later use by said system in developing an automatic response upon receiving an event notice from said first owner, said second data structure including a plurality of predefined fields for storing data when they are entered into said system by said
 - 50 second owner, said data including criteria type data and response type data,
 - c) comparing said criteria type data stored in said second data structure with data stored in said first data structure when said event notice is received by said second owner, and
 - d) developing said response automatically when said comparing step indicates a predetermined relationship between one or more of said criteria type data and the corresponding respective data
 - 55 stored in said first data structure.
2. A method according to Claim 1 in which said step of developing said response automatically includes the step of responding to said first calendar owner in accordance with the response data stored in said

second data structure.

3. A method according to Claim 1 or Claim 2 in which each said workstation includes a display and keyboard and further including the step of displaying to said second calendar owner a criteria screen to assist said second owner to interactively enter said criteria type data and said response type data into said system through said keyboard.
4. A method according to Claim 3 further including the step of displaying to said first calendar owner a screen to assist said first owner to interactively enter said data relevant to said event through said keyboard.
5. A method according to any one of Claims 1 to 4 further including the step of storing said criteria type data and said response type data entered into said system by said second owner in said plurality of predefined fields of said second data structure.
6. A method according to any one of Claims 1 to 5 further including the step of storing said data relevant to said event entered into said system by said first owner in said plurality of fields of said first data structure.
7. A method according to any one of Claims 1 to 6 in which said step of establishing said first data structure includes the step of establishing an event identifier field for storing a unique identifier for an event at the time said event is being calendared and said step of establishing said second data structure further includes the step of establishing one of said predefined fields for storing an event identifier as one of said criteria type data.
8. A method according to Claim 7 in which said step of establishing said first data structure further includes the step of establishing an event caller name field for storing the name of the individual calling the event that is being calendared, and said step of establishing said second data structure further includes the step of establishing one of said predefined fields for storing the name of the event caller as one of said criteria type data.
9. A method according to any one of Claims 1 to 8 in which said step of entering response type data into said system further includes the step of selecting one of a plurality of predefined responses, each of which reflects said second owner's intention relative to attending said event.
10. A method according to Claim 9 further including the step of displaying to said second owner a plurality of criteria screens to assist said second owner to interactively enter more than one set of criteria type data and said response type data into said system through said keyboard to permit the development of automatic responses based on different sets of criteria.

Patentansprüche

1. Ein Verfahren zur Kalendererstellung zur Verwendung in einem Datenverarbeitungssystem, das eine Vielzahl von einer Art von interaktiven Workstations hat, die direkt oder indirekt an einen Hauptrechner angeschlossen sind und in dem ein erster Kalendereigentümer eine Antwort von einem zweiten Kalendereigentümer als Ergebnis einer Notiz über ein Ereignis empfängt, die mittels dieses Systems an den zweiten Kalendereigentümer zu dem Zeitpunkt gesendet wird, an dem der erste Kalendereigentümer ein Ereignis kalendermäßig erfaßt, wobei dieses Verfahren selektiv die automatische Antwort herstellt, basierend auf Kriterien, die zuvor von dem zweiten Eigentümer erstellt wurden, wobei das Verfahren folgende Schritte enthält:
 - a) Erstellen einer ersten Datenstruktur zur Verwendung in diesem System während der Kalendererstellung eines Ereignisses durch den ersten Eigentümer, die eine Vielzahl von Feldern zur Speicherung von Daten enthält, die für das Ereignis wichtig sind,
 - b) Erstellen einer zweiten Datenstruktur zur späteren Verwendung durch das System zur Herstellung einer automatischen Antwort nach Erhalt der Notiz über ein Ereignis von dem ersten Eigentümer, wobei die zweite Datenstruktur eine Vielzahl von vordefinierten Feldern zur Speicherung von Daten enthält, wenn sie durch den zweiten Eigentümer in dieses System eingegeben werden, wobei diese Daten eine Art von Kriterien- und Antwortdaten enthalten,

- c) Vergleich der Art von Kriteriendaten, die in der zweiten Datenstruktur gespeichert wurden mit Daten, die in der ersten Datenstruktur gespeichert wurden, wenn der zweite Eigentümer die Notiz über ein Ereignis empfangen hat, und
- d) Herstellung der automatischen Antwort, wenn sich bei dem Vergleich herausstellt, daß ein zuvor bestimmtes Verhältnis zwischen einer oder mehreren der Art(en) von Kriteriendaten und den entsprechenden, jeweiligen Daten besteht, die in der ersten Datenstruktur gespeichert wurden.
2. Ein Verfahren gemäß Anspruch 1, in dem der Schritt zur Herstellung der automatischen Antwort den Schritt enthält, dem ersten Kalendereigentümer gemäß der in der zweiten Datenstruktur gespeicherten Antwortdaten zu antworten.
 3. Ein Verfahren gemäß Anspruch 1 oder Anspruch 2, in dem die Workstation eine Anzeige und eine Tastatur enthält und außerdem den Schritt enthält, dem zweiten Kalendereigentümer einen Bildschirm mit Kriterien anzuzeigen, der dem zweiten Eigentümer hilft, die Art von Kriteriendaten und Antwortdaten mittels der Tastatur interaktiv in das System einzugeben.
 4. Ein Verfahren gemäß Anspruch 3, das außerdem den Schritt enthält, dem ersten Kalendereigentümer einen Bildschirm anzuzeigen, der dem ersten Eigentümer hilft, die für das Ereignis relevanten Daten mittels der Tastatur interaktiv einzugeben.
 5. Ein Verfahren gemäß irgendeinem der Ansprüche 1 bis 4, das außerdem den Schritt enthält, die Art von Kriteriendaten und Antwortdaten zu speichern, die von dem zweiten Eigentümer in die Vielzahl von zuvor definierten Feldern der zweiten Datenstruktur eingegeben wurden.
 6. Ein Verfahren gemäß irgendeinem der Ansprüche 1 bis 5, das außerdem den Schritt enthält, die für das Ereignis relevanten Daten zu speichern, die von dem ersten Eigentümer in die Vielzahl von Feldern der ersten Datenstruktur eingegeben wurden.
 7. Ein Verfahren gemäß irgendeinem der Ansprüche 1 bis 6, in dem der Schritt zur Erstellung der ersten Datenstruktur den Schritt zur Erstellung eines Ereigniskennzeichenfeldes zur Speicherung eines einzelnen Kennzeichens für ein Ereignis zu dem Zeitpunkt enthält, an dem das Ereignis kalendermäßig erstellt wird und der Schritt zur Erstellung der zweiten Datenstruktur außerdem den Schritt zur Erstellung eines der zuvor definierten Felder zur Speicherung eines Ereigniskennzeichens als eines der Kriteriendaten enthält.
 8. Ein Verfahren gemäß Anspruch 7, in dem der Schritt zur Erstellung der ersten Datenstruktur außerdem den Schritt zur Erstellung eines Feldes für den Namen des Veranstalters des Ereignisses zur Speicherung des Namens der Person enthält, die das Ereignis einberuft, das kalendermäßig erstellt wird und der Schritt zur Erstellung der zweiten Datenstruktur außerdem den Schritt zur Erstellung eines der zuvor definierten Felder enthält, um den Namen des Veranstalters des Ereignisses als eines der Kriteriendaten zu speichern.
 9. Ein Verfahren gemäß irgendeinem der Ansprüche 1 bis 8, in dem der Schritt zur Eingabe von einer Art von Antwortdaten in das System außerdem den Schritt enthält, aus einer Vielzahl von zuvor festgelegten Antworten eine auszuwählen, wobei jede die Absicht des zweiten Kalendereigentümers bezogen auf die Anwesenheit bei diesem Ereignis reflektiert.
 10. Ein Verfahren gemäß Anspruch 9, das außerdem den Schritt enthält, dem zweiten Eigentümer eine Vielzahl von Bildschirmen mit Kriterien anzuzeigen, die dem zweiten Eigentümer helfen, mehr als einen Satz von Kriteriendaten und Antwortdaten mittels der Tastatur in das System interaktiv einzugeben, um die Herstellung von automatischen Antworten basierend auf verschiedenen Kriteriensätzen zu erlauben.

Revendications

1. Un procédé de gestion d'un calendrier à utiliser dans un système de traitement de données comportant une pluralité de stations de travail du type interactif connectées directement ou indirectement à une unité de traitement hôte et dans lequel un premier gestionnaire de calendrier reçoit une réponse d'un second gestionnaire de calendrier à la suite de l'envoi d'une notification d'évènement dans ledit

système audit second gestionnaire de calendrier à l'instant où le premier gestionnaire est en train d'inscrire un événement au calendrier, ledit procédé développant sélectivement et automatiquement ladite réponse en se basant sur des critères qui sont pré-établis par ledit second gestionnaire, ledit procédé comprenant les étapes suivantes:

- 5 a) l'établissement d'une première structure de données à utiliser par ledit système pendant l'inscription au calendrier d'un événement par ledit premier gestionnaire, comprenant une pluralité de champs pour emmagasiner des données relatives audit événement,
- b) l'établissement d'une seconde structure de données pour une utilisation ultérieure par ledit système pour le développement d'une réponse automatique à la réception d'une notification
10 d'événement depuis ledit premier gestionnaire, ladite seconde structure de données comprenant une pluralité de champs prédéfinis pour emmagasiner des données lorsqu'elles sont entrées dans ledit système par ledit second gestionnaire, lesdites données comprenant des données du type critère et des données du type réponse,
- c) la comparaison desdites données du type critère emmagasinées dans ladite seconde structure de données avec des données emmagasinées dans ladite première structure de données lorsque ladite
15 notification d'événement est reçue par le second gestionnaire, et
- d) le développement automatique de ladite réponse lorsque ladite étape de comparaison indique une relation prédéterminée entre une ou plusieurs desdites données du type critère et les données respectives correspondantes emmagasinées dans ladite première structure de données.
- 20 2. Un procédé selon la revendication 1 dans lequel ladite étape de développement automatique de ladite réponse comprend l'étape de réponse audit premier gestionnaire de calendrier selon les données de réponse emmagasinées dans ladite seconde structure de données.
- 25 3. Un procédé selon la revendication 1 ou 2 dans lequel chacune desdites stations de travail comprend un affichage et un écran, et qui comprend en outre l'étape d'affichage pour ledit second gestionnaire de calendrier d'un écran de critère pour faciliter l'entrée interactive desdites données du type critère et desdites données du type réponse dans ledit système par ledit second gestionnaire par l'intermédiaire
30 audit clavier.
4. Un procédé selon la revendication 3 comprenant en outre l'étape d'affichage d'un écran pour ledit premier gestionnaire de calendrier afin de faciliter l'entrée interactive desdites données relatives audit événement par ledit premier gestionnaire au travers dudit clavier.
- 35 5. Un procédé selon l'une quelconque des revendications 1 à 4 comprenant en outre l'étape d'emmagasinement desdites données du type critère et desdites données du type réponse entrées dans ledit système par ledit second gestionnaire dans ladite pluralité de champs prédéfinis de ladite seconde structure de données.
- 40 6. Un procédé selon l'une quelconque des revendications 1 à 5 comprenant en outre l'étape d'emmagasinement desdites données relatives audit événement entrées dans ledit système par ledit premier gestionnaire dans ladite pluralité de champs de ladite première structure de données.
- 45 7. Un procédé selon l'une quelconque des revendications 1 à 6 dans lequel ladite étape d'établissement de ladite première structure de données comprend l'étape d'établissement d'un champ d'identification d'événement pour emmagasiner une identification unique d'un événement à l'instant où ledit événement est inscrit au calendrier et dans lequel ladite étape d'établissement de ladite seconde structure de données comprend en outre l'étape d'établissement de l'un desdits champs prédéfinis pour emmagasiner une identification d'événement comme l'une desdites données du type critère.
- 50 8. Un procédé selon la revendication 7 dans lequel ladite étape d'établissement de ladite première structure de données comprend en outre l'étape d'établissement d'un champ de nom de demandeur d'événement pour emmagasiner le nom de la personne appelant l'événement qui est en cours d'inscription au calendrier, et dans lequel ladite étape d'établissement de ladite seconde structure de données comprend en outre l'étape d'établissement de l'un desdits champs prédéfinis pour emmagasiner
55 le nom du demandeur d'événement comme l'une desdites données du type critère.

9. Un procédé selon l'une quelconque des revendications 1 à 8 dans lequel ladite étape d'entrée de données du type réponse dans ledit système comprend en outre l'étape de sélection de l'une d'une pluralité de réponses prédéfinies, chacune d'elles réfléchissant l'intention dudit second gestionnaire relative au suivi dudit événement.

5

10. Un procédé selon la revendication 9 comprenant en outre l'étape d'affichage pour ledit second gestionnaire d'une pluralité d'écrans de critère afin de faciliter l'entrée interactive par ledit second gestionnaire de plus d'un ensemble de données du type critère et desdites données de type réponse dans ledit système au travers dudit clavier pour permettre le développement de réponses automatiques basées sur des ensembles différents de critères.

10

15

20

25

30

35

40

45

50

55

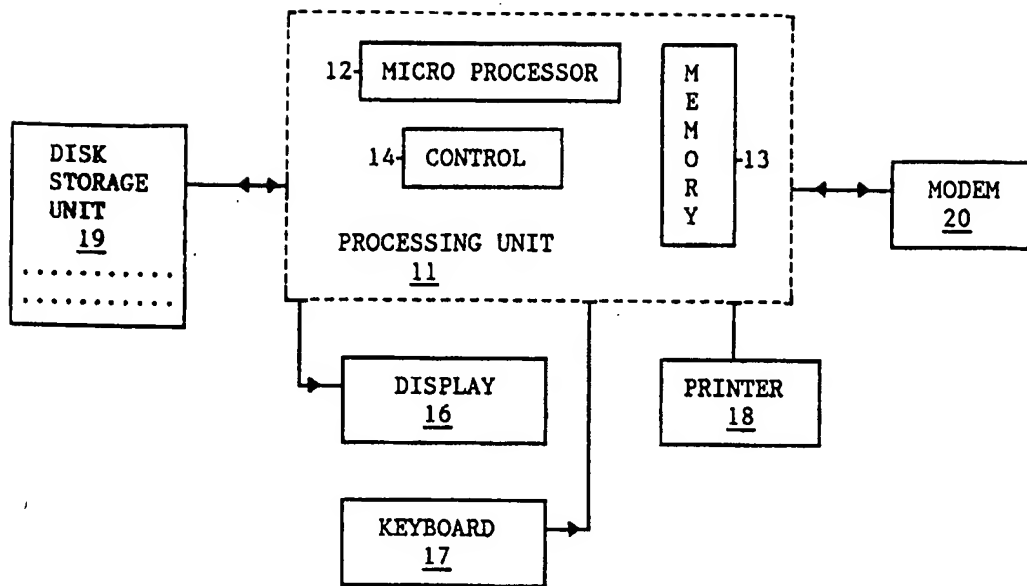


FIG. 1

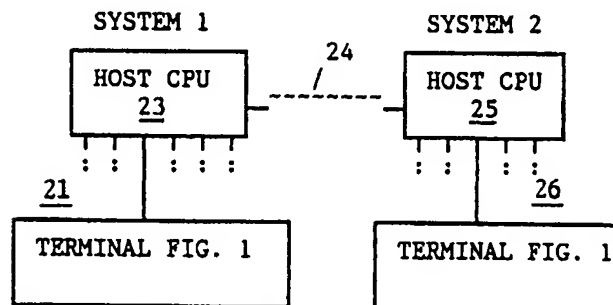


FIG. 2

ENTER THE RESPONSE INITIATOR(S) (Pick one or more)

MEETING NAME : _____
 MEETING CALLERS' NAME: _____
 USER ID: _____
 SYSTEM ID: _____
 USER DEFINED FIELD: _____
 USER DEFINED PRIORITY: _____

ENTER THE RESPONSE _____

- 0 = No Action
- 1 = Confirmed (will attend)
- 2 = Tentative (may attend)
- 3 = Not Attending
- 4 = User Acknowledge (acknowledge invitation)
- 5 = Alternate (the response is for an alternate)

ENTER THE ALTERNATE:

NAME: _____
 USER ID: _____
 SYSTEM ID: _____
 POSTAL ADDRESS: _____

PF1=Help PF3=Cancel PF11=Add One Line
 PF9=File PF12=File and Display the next Auto Response Template

FIG. 3

MOVE THE CURSOR TO EACH SELECTION OR KEY THE ITEM DIRECTLY AND HIT ENTER

| | | |
|-----------------------------|----------------------|------|
| | Month | Year |
| 1. Calendar Entry, Meeting, | | 1 2 |
| Appointment, Trigger, | 3 4 5 6 7 8 9 | |
| Note, Vacation, | 10 11 12 13 14 15 16 | |
| Holiday, Offsite, | 17 18 19 20 21 22 23 | |
| Not Normal Work Hours | 24 25 26 27 28 29 30 | |
| | 31 | |
| 2. View Select | Month | Year |
| | 1 2 3 4 5 6 | |
| 3. Composite Calendar | 7 8 9 10 11 12 13 | |
| | 14 15 16 17 18 19 20 | |
| 4. Conference Room | 21 22 23 24 25 26 27 | |
| | 28 29 30 | |
| 5. Automatic Response | | |

Command: _____

PF1=Help PF2=Return to System

FIG. 4a

MOVE THE CURSOR TO EACH SELECTION OR KEY THE ITEM DIRECTLY THEN HIT ENTER
 Classification List: 1 Meeting 2 Appointment 3 Offsite 4 Vacation 5 Holiday
6 Note 7 Not Normal Work Hours

CLASSIFICATION: 1 (Select one classification number from the above list)
 USER DEFINED FIELD _____ (8 characters)
 PRIORITY 02 (1=highest,10=lowest)
 EVENT IDENTIFIER: D35 MEETING A1
 MEETING/APPOINTMENT INFORMATION:

Date 10/07/86 Start Time:1:15 PM End Time: 5:00 PM
 Date 10/09/86 R2 Start Time:8:30 PM End Time: 5:00 PM
 (Rx after Date will repeat the event at the same time, x number of days)
 Names List : D35 NAMES A1
 Caller : TOM ROBERTS
 Subject : 1987 Budget
 Place : Conference Room 128F
 Details : _____

PF1=Help PF3=Cancel PF5=Send Notice PF6=Begin Search
 PF8=Next Screen(Security, Status, Trigger) PF9=File PF11=Add One Line

FIG. 4b

MOVE THE CURSOR TO EACH SELECTION OR KEY THE ITEM DIRECTLY AND HIT ENTER

SECURITY: Public Shared Private
 (pick one)
 STATUS: Tentative Confirmed
 (pick one)
 TRIGGER: Message Audio Process
 (All three may be picked)
 Date: 10/07/86 Time: 1:00 PM
 Date: 10/09/86 Time: 8:00 AM
 (PF11 will scroll and add additional Date Lines while on the Date line)
 (Rx after Date will repeat the event at the same time, x number of days)
 Names List: D35/AUSVM1 (Enter The Notification List VNET Address)
 Message : The department meeting starts in 15 minutes
 (PF11 will add one line)
 Process : INVEST01/AUSVM1 Enter The Process VNET Address
Pick up these calculations before the Budget Meeting

TRIGGER FIXED OR FLOAT? Fixed Float
 (pick one)
 Float with Event Identifier: D35 MEETING A1
 (If this event moves, the trigger will be moved to the same relative time)

PF1=Help PF3=Cancel PF5=Send Notice PF6=Begin Search
 PF7=Previous Screen PF8=Next Screen PF9=File PF10=Add One Line

FIG. 4C

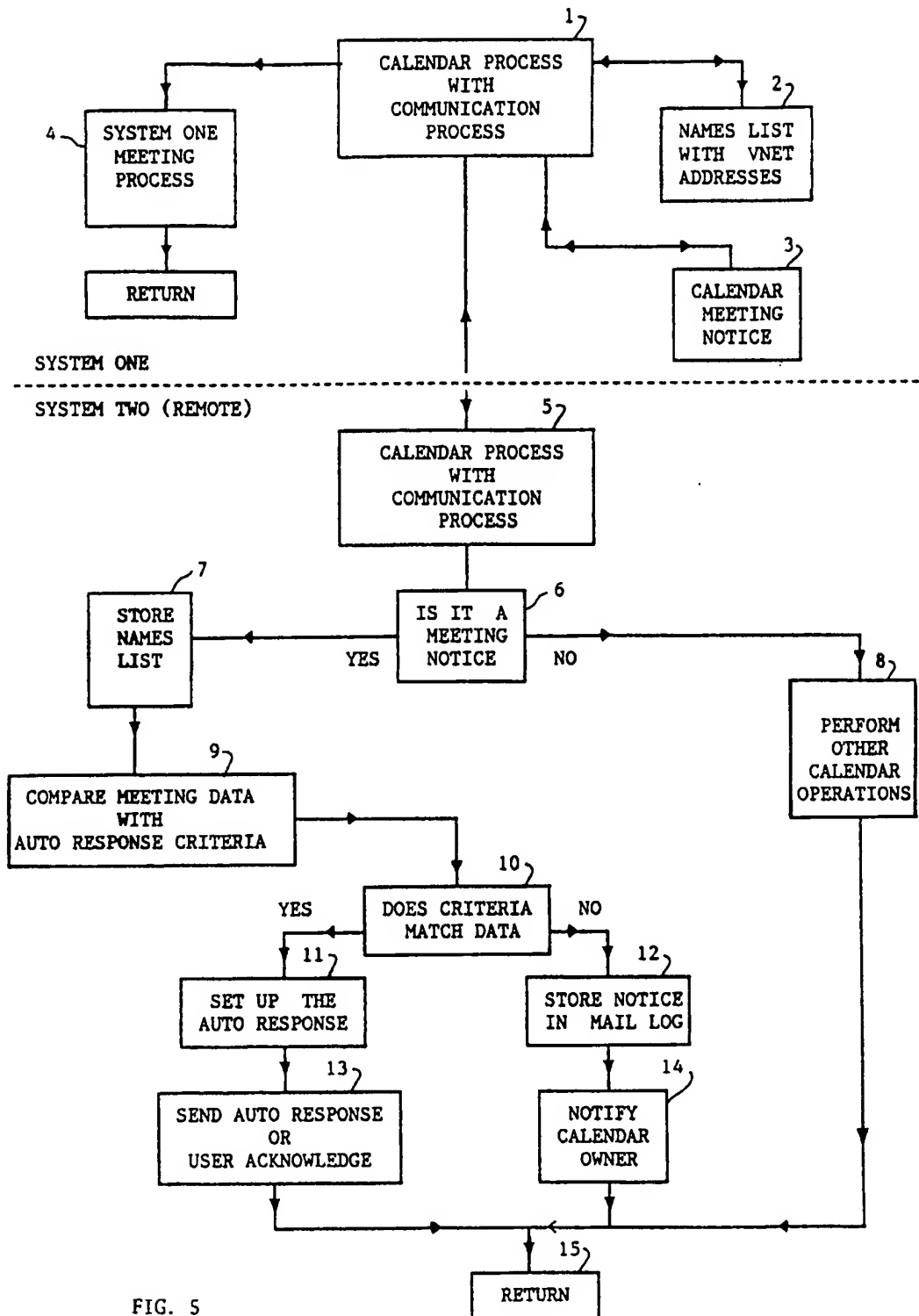


FIG. 5